

CACC MEETING MINUTES

COURT AUTOMATION COORDINATING COMMITTEE A Subcommittee of the Commission on Technology

Thursday, December 17, 2015
10:00 AM - 11:15 AM

ARIZONA SUPREME COURT
1501 W. Washington
Phoenix, AZ 85007

AUDIO PHONE NUMBER: 1-602-425-3288
AUDIO ACCESS CODE: 2035#

MEMBERS PRESENT

Kip Anderson*
Julie Dybas*
Christopher Hale*
Donald Jacobson
Jeff Mangis*
Ron Overholt*
Michael Pollard, *Chair*
Paul Thomas

GUESTS

Alexis Allen, *Tempe Muni Court*
Clint Potts*, *Mesa City IT*

MEMBERS ABSENT

Cathy Clarich
Phillip Knox
Rona Newton
Janie Randall

AOC STAFF

Stewart Bruner, *ITD*
Eric Ciminski, *CSD*
Mary Kennedy*, *ITD*
Adele May, *ITD*
Jason Shumberger, *ITD*

* indicates appeared by telephone

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WELCOME AND OPENING REMARKS

Judge Michael Pollard, Chair, called the Court Automation Coordinating Committee (CACC) meeting to order promptly at 10:00 a.m. After confirming that a quorum existed, the chair asked for a motion regarding the minutes of the November 19 meeting that had been revised.

MOTION: A motion was made and seconded to approve the minutes of the November 19, 2015 CACC meeting as written. The motion passed unanimously.

The chair called members' attention to the revised handout of 2016 meeting dates showing a May 12 CACC date in place of May 19.

REVIEW OF CHANGES TO MINDMAP THIS MONTH

Staff Member Stewart Bruner briefly informed members of several changes to the MindMap made since the November meeting, and reviewed the long-completed tasks he removed to tidy up the MindMap at the end of the year. Members were also provided an updated priority projects listing for reference.

PROJECT UPDATE: CASE MANAGEMENT SYSTEMS

Clint Potts, project manager for Mesa's continuing CMS development/enhancements, detailed efforts toward implementation of remaining statewide interfaces from the new CMS, specifically interfaces with FARE and CPOR. He indicated that the protective order interface tasks are turning out to require more resources than previously planned now that testing has commenced. The projected end date is therefore being reassessed. FARE business requirements have now been handed off to technical resources and the related development project remains on schedule for an end-of-March implementation. Mesa court administrator Paul Thomas described for members the milieu in which the two interface projects are required to exist and reminded them of the court's resource limitations.

Chris Hale described the advantages on the financial front of changing the Tucson City Court AJACS implementation date to the first of the month. He stated that Tucson is leaning toward using their own pre-adjudication payment interface rather than the Xerox solution. Judge Pollard provided his impression of judges' attitudes about AJACS and the overall process of making the change from AZTEC. Chris also provided Tucson's progress with reducing the number of active warrants and bonds in advance of the conversion dry runs. In response to a question, Adele May indicated that automated warrant conversion exists in the new "R13" version of the AJACS software being used for upcoming dry runs with Tucson. Based on Mesa's experience, Paul Thomas recommended designating some non-judicial days during the CMS transition to resolve initial issues without the distraction of day-to-day operations.

AJACS LJ UPDATE: TRIAGE OF LJCAA ISSUES LIST

Adele May, the limited jurisdiction (LJ) CMS project manager, handed out responses to each of the Limited Jurisdiction Court Administrators' Association (LJCAA) list of 22 AJACS issues the association referred to CACC's previous meeting. She detailed the differences between training and support performed for Apache Junction Municipal court and that performed for subsequent courts. She also reported on her communications with the implemented Pima courts since the list was issued. She and Karl Heckart plan to circle through the courts in person in January 2016.

Members felt that the reformulated LJ AJACS steering committee was the appropriate body to address specific issues on the list. They were satisfied that the underlying communication challenges are being addressed and suggested that LJCAA invite Adele to their next meeting on February 25th to address specific issues in person. The chair requested that the responses Adele handed out be forwarded to Julie Dybas for LJCAA and posted on the CACC meeting webpage for reference.

Adele then answered questions about an e-mail of concern written by Judge Avilez in Sahuarita about AOC support for the AJACS CMS following implementations. The chair emphasized that reduction of team on-site support is a natural step in the implementation process but requested a visual depiction of the way requests to the AOC Support Center are triaged when reported. That should be shared with LJCAA members along with the workflow for resolving issues. Adele reminded members of the difference between a problem being entered and resolved via further software development. Eric Ciminski outlined the advantages to customers of their problems all being tracked in Remedy rather than reported directly to AOC resources. Adele then asked Julie about the desirability of performing another AJACS demonstration using “R13” at an upcoming LJCAA meeting.

POST-IMPLEMENTATION REPORT: JOLTSaz IMPLEMENTATION

In Bob Macon’s absence, Stewart shared that the second rural county in the statewide JOLTSaz effort completed December 7. He discussed the appropriate frequency of updates for long-running rollouts like JOLTSaz. The consensus was that a periodic roundup of issues should be reviewed for multi-year rollouts.

ITEMS OF OLD OR NEW BUSINESS

No items of old or new business were presented.

The next meeting will take place on **January 21, 2016 at 10:00 AM** at the State Courts Building in Phoenix.

The meeting adjourned at 10:50 a.m.